

## State of Wisconsin

# DEPARTMENT OF EMPLOYMENT RELATIONS

### - MERIT RECRUITMENT AND SELECTION BULLETIN -

**Date:** April 7, 2003

**Subject:** Miscellaneous Classification Plan Changes

**Locator No:** MRS-SC-148

Pursuant to s. 230.09, Wis. Stats., the Secretary of the Department of Employment Relations (DER) has approved the classification plan changes identified on this bulletin. Regardless of the actual notification date, the **effective date is April 6, 2003**, unless otherwise stated.

1. *Create* the **Animal Health Investigator Supervisor** classification **effective April 6, 2003**, for the Department of Agriculture, Trade, and Consumer Protection to more effectively manage the growing animal inspection program. No reallocations need to be processed to implement this classification action. Questions can be directed to Tom Sandine at (608) 267-5160.
2. *Modify* the **Collections Specialist 2** classification specification **effective April 6, 2003**, to more accurately describe the duties assigned to these positions. No reallocations need to be processed to implement this classification action. Questions may be directed to Wil Mickelson at (608) 266-0714.
3. *Modify* the **Food Service Manager** classification specification **effective March 9, 2003**, to add an allocation for the UW -Madison. No reallocations need to be processed to implement this classification action. Questions can be directed to Tom Sandine at (608) 267-5160.
4. *Modify* the **Food Service Supervisor** classification specification **effective March 9, 2003**, to remove an allocation for the UW -Madison. No reallocations need to be processed to implement this classification action. Questions can be directed to Tom Sandine at (608) 267-5160.
5. *Modify* the **Public Utility Rate Analyst - Principal** classification specification **effective March 9, 2003**, to more accurately describe the duties assigned to these positions. No reallocations need to be processed to implement this classification action. Questions may be directed to Wil Mickelson at (608) 266-0714.
6. *Modify* the **Risk Management Specialist 2** classification specification **effective April 6, 2003**, to remove three UW System campus positions from the representative positions section. No reallocations need to be processed to implement this classification action. Questions may be directed to Wil Mickelson at (608) 266-0714.

#### **Internet Availability:**

The target date for the availability of classification specifications from this bulletin on the DER Web Page is April 18, 2003. This is the only notification DMRS will be providing, so please share this information with appropriate agency staff. Any questions should be directed to Jan Monica Mason at (608) 267-2156.

**Alphabetical Listing of Classifications:**

The Alphabetical Listing of Classifications (Alpha List) is also available on the DER Web Page at <http://der.state.wi.us/home/dmrs.htm>. The Alpha List is updated monthly after classification plan changes are implemented. The date of the last update is listed at the top of the extracted document. Please contact Judy Burke at (608) 267-5166 if you have any questions about information contained in the Alpha List.

**Contact Points:**

Questions may also be directed to the appropriate analyst at the DER Fax number (608) 267-1020 or by e-mail at (using the analyst's name) [firstname.lastname@der.state.wi.us](mailto:firstname.lastname@der.state.wi.us).

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Leean White, Director, Bureau of Agency Services  
Division of Merit Recruitment and Selection

<b>Classification</b>	<b>Class Code</b>	<b>Pay Range</b>	<b>Unit Code</b>	<b>EEO Cat.</b>	<b>FLSA</b>	<b>FLSA LTE Code</b>	<b>Job Group</b>	<b>CIC Code</b>
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**CREATE**

1) Animal Health Inspector Supervisor  
70220 81-04 16 3 E N 293 489

<b>Classification</b>	<b>Class Code</b>	<b>Pay Range</b>	<b>Unit Code</b>	<b>EEO Cat.</b>	<b>FLSA</b>	<b>FLSA LTE Code</b>	<b>Job Group</b>	<b>CIC Code</b>
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**MODIFY**

2) Collections Specialist 2  
04102 07-13 07 2 N N 016 023

3) Food Service Manager  
84220 81-04 16 8 E N 253 433

4) Food Service Supervisor  
84120 81-05 16 8 E N 253 433

5) Public Utility Rate Analyst - Principal  
46663 08-09 08 2 E N 016 025

6) Risk Management Specialist 2  
04302 07-13 07 2 M N 019 026

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**Note:** Agencies are reminded to record relevant changes in the Job Group Listings distributed by the Division of Affirmative Action.

**Effective Date: No. 1-2, 6**

**April 6, 2003**

**Effective Date: No. 3-5**

**March 9, 2003**